



# Concern for Animals

## FOOD BANK GUIDELINES 2017

**ELIGIBILITY:** Concern for Animals (CFA) Food Bank offers temporary assistance to pet owners experiencing economic hardship. **A current photo I.D. is required each time, plus proof of low income as follows:** *Award letters or current paperwork will suffice for verification of Food Stamps; Major VA Disability; WIC; Section 8 Housing; TANF; Medicaid; State Medical; Unemployment; College student ID; Military ID; Social Security WITH one other form of other state/federal public assistance.* Pet owners will receive an adequate food supply; however, the Food Bank is not to be used as a permanent source of pet food. **All animals must be spayed or neutered** unless they are feral, in which case efforts to trap the cat must be made, and video of animal in trap. CFA may be able to lend a trap, and provide a voucher for assistance with spay/neuter. **To request food, pet owners must call the CFA office at (360) 456-8176 and SPEAK with the office manager before the deadline every Monday at NOON in order to pick up on nearest date.** Pet owners requesting food that do not have access to a phone may arrive in person with the necessary paperwork to sign up to pick up for the following week. **Pick up times are usually every Tuesday at 4:00 p.m. until 5:00 p.m.** at the Food Bank next door to the Concern for Animals office: 1414 State Ave NE in Olympia. If a holiday falls on a Tuesday, the Food Bank will be open the following day. **Only one (1) Food Bank pick up per household address is allowed. A picture ID such as a driver's license is required and recipients cannot pick up donations for other people.** A designated caregiver may pick up food on behalf of a pet owner by supplying a signed authorization letter (provided by CFA) and copy of owner's picture ID. **Pet owners that are eligible for assistance may use the Food Bank no more than six (6) times per year and only one time per month.** **The recipient cannot acquire more animals while participating in this program.** We reserve the right to refuse anyone under any circumstance. All recipient information is kept strictly confidential and not shared with any other organization.

**DISTRIBUTION:** CFA is providing a free service to the community so appreciates cooperation by requesting only the appropriate amount needed to adequately feed their own pet(s). **A one-month supply of food per pet will be distributed if available.** CFA accepts and distributes various brands of pet food, either purchased or donated by companies and individuals, therefore, by accepting food and/or services from our Food Bank program, the recipient, all household members, their friends and family agree not to hold CFA, its staff and volunteers legally liable in the unfortunate event the recipient's pet(s) becomes ill or the food upsets the pet's stomach. Recipients will be made aware of the potential risks involved with feeding their pet(s) a new food, since it's unlikely the pet food received is the recipient's usual brand(s). CFA will consider special requests for certain formulas or flavors of dog and cat food, but distribution is subject to availability at the Food Bank. Treats may also be given out and quantity is based on availability. The recipient must be able to pick up and carry their own food unless other assistance is provided that day, but not guaranteed by CFA. **Other types of pet feed may be requested when calling.** If funding or supply is available, CFA will help with these requests.

**QUANTITY:** The amount of pet food a household receives depends on the number of pets, size or weight, and the amount of pet food available at the time of distribution. Moist can food will

be given out when available. The estimated amount of food distributed is based on a **one-month supply per pet**, subject to change, based on availability and determined as follows:

### DOG/PUPPY FOOD

<i>Small Dog</i>	Dry Food: 15 pounds Moist: 3 cans
<i>Medium Dog</i>	Dry Food: 25 pounds Moist: 3 cans
<i>Large Dog</i>	Dry Food: 35 pounds Moist: 3 cans

### CAT FOOD

Dry Food: 6 pounds  
Moist: 3 cans

### CAT LITTER

**1 sack per household**

**MISCELLANEOUS DISTRIBUTIONS:** Inventory of bags and cans of cat food, bags and cans of dog food, treats, toys, leashes and cat litter are stocked at the Food Bank. Five (5) items per household may be distributed, subject to availability. Items such as puppy pads, cat litter pans, bedding, e-collars, diapers, and crates may be requested during the CFA Food Bank and are subject to availability, please request items when calling. The Food Bank may acquire and retain cat and dog kennels, cat trees, and other miscellaneous items and distribute at the discretion of the organization.

**EXCLUSIONS:** CFA does not distribute medications, flea and tick care. These items will be donated to other local non-profit animal organizations. CFA is not responsible for any adverse reactions or health conditions that may be caused by items received during at the Pet Food Bank.

**PROHIBITED:** The reselling of food or other donated items acquired from the CFA Food Bank is strictly prohibited including utilizing Food Bank supplies for other animals. Individuals found selling or using these donations for the purpose not intended for, will lose their privilege immediately and be permanently stricken from CFA's Food Bank list. **Signature on Safety Guidelines form is required.**

### **SIGNATURE:**

*I have read the Concern for Animals Food Bank Guidelines and promise to comply with its recommendations and regulations.*  
**Invalid if not legible.**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

*For more information, call (360) 456-8176 or visit [concernforanimals.org](http://concernforanimals.org).*

CFA 07.17.2017